



GENERAL PLAN AMENDMENT PROCESS

This handout describes the process for requests to amend the General Plan, primarily about changing the land use designations of properties. See SMC Chapter 19.92 and the Public Hearing Process and Schedule brochure for more information.

THE GENERAL PLAN

The [Sunnyvale General Plan](#) is a fundamental tool in guiding the City through change and growth. It addresses the physical development of the City and, when used together with a larger body of City Council policies, provides direction for decision-making on City services and resources. It is both a long-range and a strategic planning document, containing long-term goals and policies for the next 10-20 years and strategic actions for the next 5-10 years. As community needs and values change, the City periodically reviews and updates the General Plan to remain a realistic document to achieve the community's vision. The City Council is the decision-making body for any proposed amendments to the General Plan.

GENERAL PLAN AMENDMENT REQUESTS

The General Plan Amendment Process is depicted on Page 2 of this handout.

In Sunnyvale, only the City Council can initiate proceedings to consider changes to the General Plan. In order for members of the public to propose a General Plan amendment (GPA), the Council must first determine if the proposed change is worthy of consideration. The applicant must first submit a request for Council to initiate a General Plan amendment (GPI). Council review of a GPI request is a limited decision and is neither an approval nor denial of the proposed amendment. If the Council votes to approve the GPI request, the applicant may file the GPA application. If the Council denies the GPI request, the applicant may not proceed with a GPA application.

On December 10, 2013, the City Council adopted changes to the GPI procedures (RTC 13-295) and the review of the related GPA and development applications. Included in these changes are the following procedures:

- GPI requests are reviewed by Council on a **quarterly** basis (see **schedule below**).
- After GPI approval, any GPA application submitted (which may include associated rezoning of a property) must first be reviewed by Council for a decision before any development application may be reviewed by the required decision-making body (typically Planning Commission).

2015 GPI SCHEDULE

THIS SCHEDULE IS TENTATIVE AND SUBJECT TO CHANGE DUE TO AGENDA LENGTH, APPLICATION COMPLETENESS OR OTHER FACTORS.

Closing Date (by 5 p.m.**)	Project Review Committee (PRC) Meeting (Wednesdays, 1:30 p.m.)	Planning Commission Hearing (Mondays, 8 p.m.)	City Council Hearing (Tuesdays, 7 p.m.)
February 1	February 11	March 9	March 24
May 1	May 13	June 8	June 23
August 1	August 19	September 28	October 13
November 1	November 18	December 14	January 26, 2016

**A closing date that falls on a day that the City is not open for business will extend to 5 p.m. on the following business day.

PROJECT CONSIDERATIONS

Consult with the on-duty Planner early about the proposal and submittal requirements. Proposed land use changes will be reviewed for compatibility with the surrounding uses and consistency with the General Plan goals and policies. Carefully review the current General Plan designation for the location or area affected and consider whether the change would provide a logical progression for the City's development.

CLOSING DATES

In order to be tentatively scheduled for a public hearing, applications must be submitted to the Planning Division at the One-Stop Permit Center by 5 p.m. on the closing date shown in the schedule. Consult with the on-duty Planner for required submittal materials.

GENERAL PLAN AMENDMENT PROCESS: INITIATION TO DEVELOPMENT REVIEW

